



# **Application Pack**

## **Family Project Worker (Better Outcomes Project)**



Dear Applicant,

**Re: Family Project Worker**

Thank you for your interest in working for The Junction. Within the application pack you will find a Job Description, Person Specification, Equal Opportunities Monitoring Form and application form.

The Junction is a respected charity working to make a difference to the lives of children young people and their families. We are proud of our reputation and believe that all of our workers are key to establishing positive relationships, building trust, self-belief, a sense of family and belonging.

Our Young Carers service has a well-respected and established history of delivering services to young carers and their families through one to one support, whole family support, small therapeutic group work, emotional wellbeing and respite/ social opportunities.

Due to the development of the service and our desire to broaden the offer to young carers families we have been successful in securing three years of funding from The Mercers Company for a Family Project Worker to offer open family support sessions to offer peer support, information advice and guidance to families, offer family activities during school holidays and intensive support to a small case load of families experiencing multiple or complex issues to support positive outcomes. You will work alongside existing Family Support Workers to develop the group offer.

The right candidate will have a background in supporting families and the ability to develop and deliver group work as well as high levels of organisational skills and a commitment to making a difference to the lives of children, young people and families where there is a caring responsibility for children within the family.

When writing your application please ensure you address the person specification provided and highlight any information in excess of the criteria. If you would like to discuss the requirements of the post or have any questions about the role please contact Beth Major on 01642 756000 or via e mail at [beth.major@thejunctionfoundation.com](mailto:beth.major@thejunctionfoundation.com)

Once you have completed your application please return to:

[recruitment@thejunctionfoundation.com](mailto:recruitment@thejunctionfoundation.com)

Or alternatively post to The Junction , 19 Station Road, Redcar, TS10 1AN, please ensure your envelope is marked PRIVATE AND CONFIDENTIAL.

Please note the deadline for the applications **is noon on Monday 2<sup>nd</sup> August 2021**

**Interviews to be held 13<sup>th</sup> August 2021**

The post is subject to relevant safeguarding procedure which includes a satisfactory Disclosure and Barring Service check. We look forward to receiving your application.



Yours faithfully,

Beth Major  
Chief Executive Officer



## Why work for The Junction?

### **Pension**

We contribute 5% of your equivalent salary into your pension scheme for all eligible posts.

### **Staff Wellbeing Programme**

Our staff Wellbeing Programme, provided through Simply Health, provides money back on health-related treatments such as optician costs, dentist fees, physiotherapy and alternative therapies, so you aren't left to foot the bill.

### **Counselling Helpline**

We provide access to 24hr Counselling Helpline support so you are never left to struggle if life becomes tough.

### **Counselling Face-to-Face**

In addition to the helpline we provide access to 6 sessions of face to face counselling

### **Generous Holidays**

Our generous holiday entitlement of 6 weeks per year plus bank holidays means you can balance your work and home life commitments.

### **Loyalty Holiday Bonus**

We reward loyalty by offering colleagues 1 extra day holiday for every completed holiday year up to a maximum of 5 additional days. Increasing holiday entitlement to 7 weeks per year plus bank holidays for 5 completed holiday years.

### **Staff Development**

We have a history of growing our own talent and we develop and support staff to expand their knowledge and take opportunities that become available.

### **Making a Difference**

By being part of an extra ordinary team we work together to help transform the lives of local children, young people and families.



## Within The Junction

There are a range of services within The Junction all working towards shared goals and all focused on making a difference to the lives of children, young people and their families, including:

- Youth Employment Services
- Young Carers' Services
- Youth Services
- Children and Young People's Emotional Wellbeing and Mental Health Services
- Children and Young People's Specialist Transport Services

We pride ourselves on being able to provide multiple specialist services 'under one roof' with each service interacting together to provide the best possible seamless service to children and young people. We employ multi-disciplinary teams of professionals with backgrounds in psychology, social work, counselling, youth work and youth unemployment as well as other qualified and experienced practitioners who:

- Understand the issues facing children and young people
- Have the skills to effectively support them
- Can deliver outcome focused interventions

We have developed a unique service delivery model to ensure that clients are able to access a service that supports their individual needs. However, the ethos of The Junction ensures our services do not work in silos, although we recognise the need for service identities and separate lines of accountability to stakeholders.

All of our services are person-centred, outcome-focused and outcome-driven with an increased need to evidence the impact our services have on children, young people and their families.



## Expectations and Job Description

It is essential that everyone who works or volunteers for The Junction recognises how their efforts help us make a difference to the lives of so many children, young people and families who are in need of our support. It is equally important that everyone is conscious of how their role supports the Vision and Mission of The Junction and that everyone can feel a sense of pride in their work.

We are very protective of our reputation of putting children and young people at the heart of everything we do and we have a clear expectation that all of our workers believe in and work to the Values and Key Principles of the organisation.

### Vision

Our vision is a world where no child, young person or family is left to struggle. We want a world where there is always someone to talk to.

### Mission

To empower children, young people and their families to embrace life with confidence, facing life's challenges in a positive way.

Values	Key Principles
We listen	Children and Young People are at the heart of everything we do
We genuinely care	
We don't judge	Our workers are the key to building strong, positive relationships
We empower	
	Working in partnership to make change happen

### Working within The Junction's policy environment

All staff and volunteers within The Junction are expected to work in accordance with the policies, practices and procedures of the organisation. Key to this approach is a commitment to promote and safeguard the welfare of children, young people and vulnerable adults, as safeguarding is everyone's responsibility. Similarly, all staff are expected to demonstrate a commitment to promoting and valuing diversity, being prepared to challenge the use of discriminatory language and to support and encourage non-discriminatory practice.

### Personal Development

All staff are expected to make a commitment to their own personal development, partaking in personal development opportunities and undertaking training, supervision and appraisal as required and to support the personal development of others, particularly apprentices.



**Job Title: Family Project Worker (Better Outcomes Project)**

**Salary:** £22,753 pro rata per annum (with 3% uplift per annum subject to funding and satisfactory performance)

**Hours:** 32 hours per week

**Responsible to:** Young Carers Coordinator

**Location:** Flexible – with the capacity to work across South Tees

**Contract:** 3 years fixed term from start date (with the possibility of extension dependant on funding)

**Job Purpose:**

To work alongside the current Young Carers Team to provide:

- To develop and deliver fortnightly face to face sessions (in both Redcar and Cleveland and Middlesbrough) with young carers families to enable peer support, information advice and signposting to relevant agencies as well as practical workshops in areas identified by families.
- Provide intensive support to young carers families through a trusted adult approach to families with multiple or complex issues to support positive change through goal-based action planning, including navigation of other services and referral
- Working alongside colleagues from the young carers team provide family activity sessions in each school holiday period to allow young carers and their families to spend quality time together
- Provide parenting support where appropriate – either directly or through referral to other services within The Junction Foundation.

**Support:**

Support will be provided by the Young Carers Coordinator.

**Principles Duties and responsibilities:**

**Working with Children, Young People and Families**

1. To develop and deliver appropriate packages of support to the families of children and young people aged 5-18 with a caring responsibility both through open access and with identified need.
2. To deliver group family support, one to one support through goal based action plans, including parenting support and whole family activities.

3. To work with families involved with social care and Early Help liaising closely with social workers and other professionals working across children, young people and family services.
4. Make decisions on the suitability of referrals, and support the wider team to do so.
5. To support management of waiting lists playing an active role in prioritization, assessment and signposting.
6. To develop a range of suitable interventions and workshops to enable families to make positive progression and improve relationships.
7. To develop a range of age appropriate activities for whole families over school holiday periods.
8. Attend multi-disciplinary meetings relating to children and young people where appropriate.
9. To lead on collecting evidence of interventions and record keeping for one to one work and group work delivered through the project, including feedback from children, young people and families. Contribute to the collation and analysis of this data.
10. Personally, and as a team work in a person-centred approach to empower children, young people, and families to achieve sustainable positive change.
11. Maintain confidentiality with the whole family.
12. Establish and maintain positive relationships with young people, their families, external stakeholders and the wider community.
13. Demonstrate an active commitment to making a positive difference to the lives of children, young people and their families.
14. To ensure children, young people and families have a voice both in relation to their own support and wider service and organisational developments to ensure continuous improvement in experience.

## **Working in Teams**

1. Work as part of The Junction's team(s) to provide a flexible and effective service for vulnerable children, young people and their families to achieve positive outcomes in line with organisational and the project objectives.
2. Work collaboratively with the existing Young Carers Team to deliver group and holiday sessions.
3. Work collaboratively with all colleagues and partner agencies, including attending and reporting to relevant external meetings as directed including safeguarding, child protection and others as required.
4. Provide supervision and support for other Junction workers, including volunteers and placements.
5. Ensuring that information about the role of the The Junction and its projects is publicised and promoted.



6. Work as part of The Junctions Team(s) to contribute to its strategic and organisational development including sharing experience, knowledge and where appropriate providing training and guidance.
7. To contribute to the day to day administration & running of The Junctions Projects & services.

Undertake other duties and responsibilities as required from time to time commensurate with the post.

### Professional Development

1. Access own line management and supervision as appropriate
2. Take part in relevant professional development to update skills and address any gaps in knowledge or training relevant to the role.

### Working within The Junction's Policy Environment

1. Demonstrate a commitment which promotes and values diversity and the equality of opportunity, in relation to employees, workers, service users and the wider community. Challenge the use of all discriminatory language and practice and positively encourage all staff, volunteers, partners, young people and volunteers to adopt non-discriminatory practice.
2. Undertake all work in accordance with The Junctions policies and practice including but not withstanding Information Security, Health and Safety, Risk Management
3. Achieve the highest standards of customer care at all times.
4. Positively promote the welfare of children, young people and vulnerable adults and ensure that it is recognised that safeguarding is everyone's responsibility. To take a lead on safeguarding in your role as part of the Safeguarding Lead Practitioners group.
5. Work and adhere to The Junctions values at all times.

Person Specification Family Project Worker (Young Carers)	Essen tial	Desirable	Proposed Selection Method
<b>Qualifications and Training</b>			
Minimum Level three qualification in a relevant field	X		A/I
Relevant degree		X	A/I

Evidence of significant professional development and/ or further qualifications relevant to the role		X	A/I
Demonstrable experience of appropriate Safeguarding training	X		A/I
Ability and willingness to undertake further training and development as required within Job Description	X		A
Demonstrable commitment to personal development	X		A
<b>Knowledge, Skills and Abilities</b>			
Substantial experience in delivering services to children, young people and families	X		A / I / R
Experience of family support work		X	A/I
Knowledge and empathy for the challenges that Young Carers face	X		A/I
Experience of working in a service where agreed targets are in place demonstrating outcomes.	X		I
Recent experience of working with a range of agencies to support vulnerable young people		X	I
Experience of working in community based settings, including community/ youth centres, schools, colleges and training providers	X		A/I/R
Ability to manage own caseload and time	X		I/R
Experience of delivering presentations to professionals and young people		X	I
Knowledge of issues and challenges that vulnerable children and young people face	X		I
Excellent people skills-Ability to engage, build strong relationships with families, children and young people to build trust, motivate and empower them to meet agreed goals and outcomes	X		I
Good organisational skills and the ability to prioritise workloads to meet the needs	X		I

of children, young people and their families			
Ability to work with partner organisations from the public, private and voluntary sectors and especially schools.	X		A/I
Able to work as part of a team	X		A/R
Able to act on identified risk while working with vulnerable children and young people	X		A/I
Understanding and experience of the need to have and work to appropriate professional boundaries	X		A/I
Effective communication skills, both verbal and written and ability to understand and respond to requirements of different audiences		X	A/I
Excellent case recording, report writing and case presentation skills	X		A/I
Excellent IT skills – including competency in using Microsoft word and experience in using data base systems to record sessions and notes		X	A/I
<b>Work Related Circumstance</b>			
Willingness to work flexible hours including some evening and weekend activities.	X		A
Prepared to work in a non-smoking environment	X		A
Demonstrate an understanding of professional boundaries and appropriate relationships with people and other professionals	X		A
Vehicle licence and access to a vehicle or prepared to achieve within an agreed period, ability to travel as per the demands of the role	X		A
<b>Equal opportunities, Diversity and organisational values</b>			
Commitment to pursue Equal Opportunity and Non Discriminatory practices.	X		A/I
<b>Personal qualities</b>			
Empathy and understanding of the needs of the client group	X		I
Personal resilience	X		A



Friendly and welcoming	X		I
Ability to work in a developing service and embrace change	X		I
Energy and Commitment	X		I
Understanding of and Commitment to The Junctions core values	X		I

A = Application I = Interview T = Test P = Presentation